

Emergency Preparedness Tools

Emergency Response Information

Emergency Coordinator _____

Coordinator's Telephone # _____

Fire Extinguisher Location(s) _____

Spill Control Materials Location(s) _____

Fire Alarm Location(s) (if present) _____

Fire Department Telephone # _____

Emergency Response Procedures

In the event of a spill: contain the flow of hazardous waste to the extent possible, and as soon as possible clean up the hazardous waste and any contaminated materials or soil.

In the event of a fire: call the fire department and, if safe, attempt to extinguish the fire using a fire extinguisher.

In the event of a fire, explosion, or other release that could threaten human health outside the shop, or if you know that the spill has reached surface water (e.g., a lake or stream):

- Call the National Response Center at its 24-hour hotline (1-800-424-8802).
- Call the DEQ NRO PREP at 703-583-3800 during normal hours. Nights, holidays and weekends call DEM at 800-468- 8892.
- Provide the following information:
 1. Company Name _____
 2. Company Address _____
 3. US EPA Identification Number _____
 4. Date of Accident _____
 5. Time of Accident _____
 6. Type of accident (e.g., spill or fire) _____
 7. Quantity of Waste Involved: _____
 8. Extent of injuries (if any) _____
 9. Estimated quantity and disposition of recovered materials, if any _____